

**TOWN OF DAVIE**  
**TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Manny Diez, Director, Public Works and Capital Projects, 954-797-1245

**PREPARED BY:** Keith Pursell, Project Manager, Capital Projects, 954-797-1191

**SUBJECT:** Resolution  
Project Name and Location: Fire and Public Works Administration  
& Storage  
Buildings, 6901 Orange Drive, 33314

**AFFECTED DISTRICT:** District 2

**ITEM REQUEST:** **Schedule for Council Meeting**

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER #2 WITH CPZ ARCHITECT, INC. FOR ADDITIONAL SERVICES FOR CONSTRUCTION ADMINISTRATION OF THE FIRE AND PUBLIC WORKS ADMINISTRATION BUILDING AS DESCRIBED IN THE ATTACHED CHANGE ORDER.

**REPORT IN BRIEF:** The Town has expanded the Scope of Work of the Fire and Public Works Administration Building to include additional contract administration services as noted in the change order attached hereto as Change Order #2. Administration Services include site visits, progress reports, evaluation of the state of the project, responses to requests for information, and review and approval of monthly pay requests.

**PREVIOUS ACTIONS:** None

**CONCURRENCES:** Resolution # R-2004-065

**FISCAL IMPACT:** Yes

Has request been budgeted? Yes

If yes, expected cost: \$ 17,550.00

Account Name: Capital Account 030-3004-522-6827

If no, amount needed: \$

What account will funds be appropriated from:

Additional Comments:

**RECOMMENDATION(S):**

**Attachment(s):** Change Order # 2

RESOLUTION \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER #2 WITH CPZ ARCHITECT, INC. FOR ADDITIONAL SERVICES FOR CONSTRUCTION ADMINISTRATION OF THE FIRE AND PUBLIC WORKS ADMINISTRATION BUILDING AS DESCRIBED IN THE ATTACHED CHANGE ORDER.

WHEREAS, the Town of Davie previously awarded the bid to CPZ ARCHITECT, INC.; AND

WHEREAS, The Town has expanded the Scope of Work to include additional contract administration services in the amendment attached hereto as Change Order #2

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council hereby authorizes the appropriate Town officials to execute Change Order #2 with CPZ Architect, Inc. in the amount of \$17,550.00, which is attached as Exhibit "A".

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2007.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2007.

# CHANGE ORDER

AIA DOCUMENT G701

## Distribution to:

OWNER ☒  
ARCHITECT ☒  
CONTRACTOR ☒  
FIELD ☐  
OTHER ☐ Bid Spec Committee

## PROJECT:

(Name, address)

Fire & Public Works Administration Building  
and Public Works Storage Building  
6901 Orange Drive  
Davie, Florida 33314

CHANGE ORDER NUMBER: C.O. # 2

INITIATION DATE: February 12, 2007

## TO (Contractor):

Chris Zimmerman  
CPZ Architects, Inc  
4310 West Broward Blvd.  
Plantation, Florida 33317

ARCHITECT'S PROJECT NO: B-05-94

CONTRACT FOR: Fire & Public Works Admin. Bldg.

CONTRACT DATE: April 7, 2004

You are directed to make the following changes in this Contract:

Item 1 - Additional Services for Contract Administration for Fire and Public Works Administration Building.....

\$17,550.00

Total:

\$17,550.00

Days: N/A

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original (Contract Sum) (Guaranteed Maximum Cost) was.....	\$	141,500.00
Net change by previously authorized Change Orders .....	\$	5,750.00
The (Contract Sum) (Guaranteed Maximum Cost) prior to this Change Order was .....	\$	147,250.00
The (Contract Sum) (Guaranteed Maximum Cost) will be (increased) (decreased) .....	\$	17,550.00
The new (Contract Sum) (Guaranteed Maximum Cost) including this Change Order will be.....	\$	164,800.00
The Contract Time will be (increased) (decreased) (unchanged) by .....		0 Days
The Date of Phase 1 Completion as of the date of this Change Order therefore is .....		N/A
The Date of Phase 2 Completion as of the date of this Change Order therefore is .....		N/A

## Authorized:

CPZ Architects, Inc.

N/A

Town of Davie

ARCHITECT

4310 W. Broward Blvd.

CONTRACTOR

N/A

OWNER

6591 Orange Drive

Address

Plantation, FL 33317

Address

N/A

Address

Davie, FL 33314 -3399

BY



BY

\_\_\_\_\_

BY

\_\_\_\_\_

DATE

5-3-07

DATE

\_\_\_\_\_

DATE

\_\_\_\_\_



"Chris Zimmerman"  
<chris@cpzarchitects.com>  
02/12/2007 02:42 PM

To <keith\_pursell@davie-fl.gov>  
cc <Frank\_Suriano@davie-fl.gov>  
bcc  
Subject DAVIE - Admin Office Additional Services

Keith, attached is our letter request for additional services as we discussed last week. Please let me know if this is OK or if you need additional information?

Chris P. Zimmerman, AIA, President



Architects, Inc.  
CPZ Architects, Inc.  
4316 West Broward Boulevard  
Plantation, FL 33317  
(954) 792-8525, (954) 337-0359  
[chris@cpzarchitects.com](mailto:chris@cpzarchitects.com)



Additional Services CA.pdf

February 12, 2007

Town Of Davie  
Keith Purcell, Project Manager  
6591 Orange Drive  
Davie, Florida, 33314



**RE: Additional Services Proposal, Contract Administration  
Fire Administration & Public Works Office Building**

Dear Mr. Purcell:

In reviewing our contract, it appears we need to execute an additional services proposal for extended Contract Administration. Our Contract expired on April 22, 2006; however, as you are aware we have continued to work on the project. The following is a summary of our contract, time, contraction and fees.

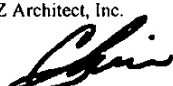
1. Contract specifies, "Additional services are acceptable when the construction time exceeds 60 days from substantial completion".
2. Our contract, Exhibit C, specifies a 6 month construction time.
3. The Construction Contract start date was 9-22-05; therefore, the completion date based on 6 month time frame would be 3-22-06.
4. Substantial completion is 30 days less then final completion,
5. Therefore our contract time is for 30days past final completion, which results in a contract end date of 4-22-06.
6. Contract completion date, since the issuance of CO #5 to the contractor, is now February 12, 2007. Since this time is past we would estimate the completion date of Phase II to be approximately May 30, 2007.
7. Our Contract Construction Administration Time ended on April 22, 2006. According to our current estimate of completion we will need to extend this to May 30, 2007. An extension of approximately 13 months.
8. Our Construction Admin Fee, per our contract was \$21,225. Based on a 6 month time period equates to \$3,537.50 per month.

Based on the above information, we are requesting a contract extension of 13 months. Acknowledging that the above outline of \$3,537.50 is more then is required for the extended period of time, we have evaluated the project and time spent to date. Based on our estimate the additional monthly fee should be \$1,350 per month. Our additional service is:

Additional Construction Administration Fee for 13 months at \$1,350/month= \$17,550.

We are therefore, requesting an additional services purchase order be created for \$17,550 for these additional construction administration services. We hope that this proposal meets with your approval. Please call me if you have any questions.

Respectfully  
CPZ Architect, Inc.

  
Chris P. Zimmerman, AIA  
President

*Okay to proceed*  
*CPZ*  
*P. W. [unclear]*  
*3-15-07*

Project 0363

CPZ Architect, Inc.  
4316 West Broward Boulevard, Plantation, Florida 33317  
(954) 792-8525, (954) 337-0359 Fax

Page 1 of 1

## Detail by Entity Name

### Florida Profit Corporation

CPZ, INC.

### Filing Information

**Document Number** S15044  
**FEI Number** 590343346  
**Date Filed** 11/26/1990  
**State** FL  
**Status** ACTIVE

### Principal Address

502 E NEW HAVEN AVENUE  
MELBOURNE FL 32901 US

Changed 05/02/2000

### Mailing Address

502 E NEW HAVEN AVENUE  
MELBOURNE FL 32901 US

Changed 05/02/2000

### Registered Agent Name & Address

FALLACE, JAMES H  
1900 SO HICKORY STREET  
MELBORUNE FL 32901 US

Name Changed: 05/18/1998

Address Changed: 04/30/2004

### Officer/Director Detail

#### Name & Address

Title D

PAYLOR, RALPH  
502 E HEW HAVEN AVENUE  
MELBOURNE FL

Title D

ZORBIS, ANDREW  
502 E N EW HAVEN AVENUE  
MELBOURNE FL

